



Notice of Price Agreement Award

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Printed: 7/20/2006

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
CAPITOL HILL
PROVIDENCE RI 02908

V E N D O R	TRANSLATING SERVICES INC 1516 S BUNDY DR LOS ANGELES CA 90025	INTERPRETING SERVICES	
		Award Number 68M00352997	Effective Period: 7/1/06 - 6/30/09

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 07/19/2006 Buyer: JEROME MOYNIHAN Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department		Bid Number	Requisition Number
ADMINISTRATION		MPA-54	B06251
Item		Unit	Unit Price
	<p>7/1/06 - 6/30/09 RENEWABLE TWO (2) ADDITIONAL YEARS</p> <p>MASTER PRICE AGREEMENT #54</p> <p>THIS IS A NOTICE OF AWARD, NOT AN ORDER. Any quantity reference in the agreement or in the bid preceding it are estimates only and do not represent a commitment on the part of the state to any level of billing activity, other than for quantities or volumes specifically released during the term. No action is to be taken except as specifically authorized, as described herein under AUTHORIZATION AND RELEASE.</p> <p>ENTIRE AGREEMENT - This NOTICE OF AWARD, with all attachments, and any release(s) against it shall be subject to: (1) the specifications, terms and conditions set forth in the Request/Bid Number cited herein, (2) the General Terms and Conditions of Contracts for the State of Rhode Island and (3) all provisions of, and the Rules and Regulations promulgated pursuant to, Title 37, Chapter 2 of the General Laws of the State of Rhode Island. This NOTICE shall constitute the entire agreement between the State of Rhode Island and the Vendor. No assignment of rights or responsibility will be permitted except with the express written permission of the State Purchasing Agent or his designee.</p> <p>CANCELLATION, TERMINATION and EXTENSION - This Price Agreement shall automatically terminate as of the date(s) described under CONTRACT PERIOD unless this Price Agreement is altered by formal amendment by the State Purchasing Agent or his designee upon mutual agreement between the State and the Vendor.</p> <p>STATEWIDE APPLICABILITY - Political Subdivisions (cities, towns, schools, quasi-public agencies), as authorized by law, may participate in this Agreement. All ordering and billing shall be between the vendor and the political subdivision (only).</p>		

This Notice of Award/Purchase Order is issued in accordance with the specific requirements described herein and the State's Purchasing Regulations and General Conditions of Purchase, copies of which are available at www.purchasing.state.ri.us. Delivery of goods or services as described herein shall be deemed acceptance of these requirements.

COPY

STATE PURCHASING AGENT/DESIGNEE



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ADMINISTRATION		MPA-54	B06251
Item		Unit	Unit Price
	<p>REPORTS - The Vendor agrees to provide the State with quarterly reports describing activity against this Price Agreement. If this is a Master Price Agreement, such reports shall include usage by municipalities, quasi-public agencies, schools, etc. All reports shall contain the following data: (1) Billing volume in dollars and (2) quantity shipped for each line item in the price agreement. When there are no line items in the price agreement, vendor shall report volume by catalog order numbers, with a brief description of each order number.</p> <p>Reports must be submitted to the RI Division of Purchases to the attention BUYER named in this notice, identifying the Agreement number and the Reporting Period. Quarterly reports shall be due 45 calendar days after the end of each quarter. Failure to submit required reports shall be considered a breach of the contractor's obligations and may be considered, at the discretion of the State Purchasing Agent, sufficient cause for the termination of the agreement and other outstanding agreements and orders, and possible suspension from participation in additional State procurements.</p> <p>AUTHORIZATION AND RELEASE. In no event shall the Vendor deliver goods or provide service until such time as a duly authorized release document is certified by the ordering Agency.</p> <p>A Direct Purchase Order (DPO) shall be created by the agency listing the items ordered, using the pricing and format set forth in the Master Blanket. All pricing shall be as described in the Master Blanket and is considered to be fixed and firm for the term of the Agreement, unless specifically noted to the contrary herein. All prices include prepaid freight. Freight, taxes, surcharges, or other additional charges will not be honored unless reflected in Master Blanket.</p>		

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Department		Bid Number	Requisition Number
ADMINISTRATION		MPA-54	B06251
Item		Unit	Unit Price
1.0	<p>THIS IS A MULTI-YEAR BID/CONTRACT. PER RHODE ISLAND STATE LAW 37-2-33, CONTRACT OBLIGATIONS BEYOND THE CURRENT FISCAL YEAR ARE SUBJECT TO AVAILABILITY OF FUNDS. CONTINUATION OF THE CONTRACT BEYOND THE INITIAL FISCAL YEAR WILL BE AT THE DISCRETION OF THE STATE. TERMINATION MAY BE EFFECTED BY THE STATE BASED UPON DETERMINING FACTORS SUCH AS UNSATISFACTORY PERFORMANCE OR THE DETERMINATION BY THE STATE TO DISCONTINUE THE GOODS/SERVICES, OR TO REVISE THE SCOPE AND NEED FOR THE TYPE OF GOODS/SERVICES; ALSO MANAGEMENT OWNER DETERMINATIONS THAT MAY PRECLUDE THE NEED FOR GOODS/SERVICES.</p> <p>THIS PURCHASE ORDER IS AWARDED SUBJECT TO EQUAL OPPORTUNITY COMPLIANCE.</p> <p>INTERPRETING SERVICES - PAID AT \$1.00 ALLOWABLE COST.</p> <p>SEE ATTACHED PRICING.</p> <p>EVERY PERSON OR BUSINESS ENTITY PROVIDING GOODS OR SERVICES AT A COST OF \$5000 CUMULATED VALUE IS REQUIRED TO FILE AN AFFIDAVIT REGARDING POLITICAL CAMPAIGN CONTRIBUTIONS WITH THE RI STATE BOARD OF ELECTIONS EVEN IF NO REPORTABLE CAMPAIGN CONTRIBUTIONS HAVE BEEN MADE. (RI GENERAL LAW 17-27) FORMS OBTAINED AT BOARD OF ELECTIONS, CAMPAIGN FINANCE DIVISION, 50 BRANCH AVENUE, PROVIDENCE, RI 02904 (401-222-2056).</p> <p>DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY. PAYMENTS WILL BE AUTHORIZED UPON SUBMISSION OF PROPERLY RENDERED INVOICES NO MORE THAN MONTHLY TO THE RECEIVING AGENCY. ANY UNUSED BALANCE AT END OF BLANKET PERIOD IS AUTOMATICALLY CANCELLED.</p> <p>VENDOR TELEPHONE: 310-453-3302 VENDOR FAX: 310-453-6002</p>	EA	1.00

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Scope of Work

Lazar & Associates can provide full service document translation services and consecutive and simultaneous interpreting services to the State of Rhode Island. We work in over 100 world languages including Spanish, Brazilian and Continental Portuguese, Russian, Cambodian, French, Italian, French Creole, Laotian, Chinese, Polish and German.

Lazar & Associates can output written translations in a wide variety of electronic formats via email, FTP transfer or Fed Ex. Lazar & Associates works in all the major software programs including MS Word, Quark and other commonly used word processing and desktop publishing programs.

Lazar & Associates would be amenable to extending the offer outlined in this proposal to provide interpreting and translation services to Rhode Island cities & towns at the same rates offered to the State herein.

Interpreting assignments have a minimum of 2 hours.





COST PROPOSAL

Lazar & Associates will accept payment via State purchase card/credit card.

Translations

Years One and Two

Spanish (Continental and Latin American)

\$0.12 per word

PROOFREADING

\$0.035 per word

Chinese

\$0.21 per word

PROOFREADING

\$0.07 per word

Brazilian Portuguese

\$0.16 per word

PROOFREADING

\$0.035 per word

Continental Portuguese

\$0.18 per word

PROOFREADING

\$0.035 per word

Polish & Haitian Creole

\$0.24 per word

PROOFREADING

\$0.08 per word

Russian

\$0.19 per word

PROOFREADING

\$0.07 per word

Laotian & Cambodian

\$0.28 per word

PROOFREADING

\$0.07 per word

French

\$0.13 per word

PROOFREADING

\$0.05 per word

German

\$0.13 per word

PROOFREADING

\$0.04 per word





Project Proposal

Italian.

\$0.20 per word

PROOFREADING

\$0.05 per word

Years Three and Four

Spanish (Continental and Latin American)

\$0.14 per word

PROOFREADING

\$0.035 per word

Chinese

\$0.23 per word

PROOFREADING

\$0.07 per word

Brazilian Portuguese

\$0.18 per word

PROOFREADING

\$0.035 per word

Continental Portuguese

\$0.20 per word

PROOFREADING

\$0.035 per word

Polish & Haitian Creole

\$0.25 per word

PROOFREADING

\$0.08 per word

Russian

\$0.21 per word

PROOFREADING

\$0.07 per word

Laotian & Cambodian

\$0.28 per word

PROOFREADING

\$0.07 per word

French

\$0.15 per word

PROOFREADING

\$0.05 per word

German

\$0.14 per word

PROOFREADING

\$0.04 per word





Project Proposal

Italian.

\$0.22 per word

PROOFREADING

\$0.05 per word

Year Five

Spanish (Continental and Latin American)

\$0.15 per word

PROOFREADING

\$0.035 per word

Chinese

\$0.24 per word

PROOFREADING

\$0.07 per word

Brazilian Portuguese

\$0.19 per word

PROOFREADING

\$0.035 per word

Continental Portuguese

\$0.21 per word

PROOFREADING

\$0.035 per word

Polish & Haitian Creole

\$0.26 per word

PROOFREADING

\$0.08 per word

Russian

\$0.22 per word

PROOFREADING

\$0.07 per word

Laotian & Cambodian

\$0.30 per word

PROOFREADING

\$0.07 per word

French

\$0.16 per word

PROOFREADING

\$0.05 per word

German

\$0.16 per word

PROOFREADING

\$0.04 per word

Italian.

\$0.22 per word

PROOFREADING

\$0.05 per word





Project Proposal

Years One - Three

ADDITIONAL CHARGES

Rush Charges: 25% surcharge, except that rush projects due within 24 hours of inception will incur a 50% surcharge.
Certified Translation: \$15.00 per document certification.
Delivery Services: Translations are delivered electronically by the due date at no extra charge. Messenger, overnight FedEx and UPS are available upon request, and will be invoiced at actual cost.
Data Mediums: CD-R, CD-RW, Zip disk, 3-1/2" floppy
Minimum Charge: \$85.00

ADDITIONAL SERVICES

EDITING	\$ 60.00 per hour
DESKTOP PUBLISHING/FORMATting	\$ 75.00 per hour

Years Four - Five

ADDITIONAL CHARGES

Rush Charges: 25% surcharge, except that rush projects due within 24 hours of inception will incur a 50% surcharge.
Certified Translation: \$18.00 per document certification.
Delivery Services: Translations are delivered electronically by the due date at no extra charge. Messenger, overnight FedEx and UPS are available upon request, and will be invoiced at actual cost.
Data Mediums: CD-R, CD-RW, Zip disk, 3-1/2" floppy
Minimum Charge: \$95.00

ADDITIONAL SERVICES

EDITING	\$ 65.00 per hour
DESKTOP PUBLISHING/FORMATting	\$ 80.00 per hour





Project Proposal

Interpreting

Years One - Two

	Type One		Type Two	
	*½ Day	** Full Day	*½ Day	** Full Day
Simultaneous	\$475.00	\$675.00	\$575.00	\$875.00
Consecutive	\$325.00	\$575.00	\$475.00	\$775.00

* A ½ day is defined as 3 hours.

** A full day is defined as 6 hours.

Years Three – Four

	Type One		Type Two	
	*½ Day	** Full Day	*½ Day	** Full Day
Simultaneous	\$520.00	\$740.00	\$630.00	\$960.00
Consecutive	\$355.00	\$630.00	\$520.00	\$850.00

* A ½ day is defined as 3 hours.

** A full day is defined as 6 hours.

Year Five

	Type One		Type Two	
	*½ Day	** Full Day	*½ Day	** Full Day
Simultaneous	\$550.00	\$775.00	\$662.00	\$1000.00
Consecutive	\$375.00	\$662.00	\$550.00	\$892.00

* A ½ day is defined as 3 hours.

** A full day is defined as 6 hours.





Project Proposal

Type One:

Spanish, French, German, Russian & Italian

Type Two:

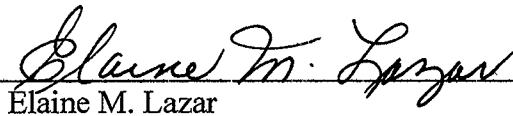
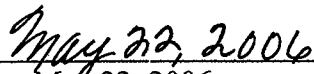
Mandarin and Cantonese Chinese, Japanese, Polish, Laotian & Cambodian

If the assignment is less than 3 hours, then the appropriate hourly rate will be determined. There is a minimum charge of 2 hours for every interpreting assignment.

If project is cancelled less than 24 hours before it is to begin, the minimum charge (2 hours) will be accessed.

The price for interpreting is "all inclusive".

I certify that this Proposal is accurate and that the Cost Proposal is valid as an offer to provide services to the State of Rhode Island. This offer is valid for 90 (ninety) days.

 
Elaine M. Lazar May 22, 2006

